

# CITY OF BEAVERCREEK

## ACCESSORY STRUCTURE ZONING PERMIT

Date \_\_\_\_\_

Permit \_\_\_\_\_

Fee \_\_\_\_\_

Address of Property \_\_\_\_\_

Zoning District \_\_\_\_\_

Lot No. \_\_\_\_\_ Subdivision \_\_\_\_\_

Parcel ID \_\_\_\_\_

Name of Property Owner \_\_\_\_\_

Telephone \_\_\_\_\_

Contractor \_\_\_\_\_

Telephone \_\_\_\_\_

Contractor's Address \_\_\_\_\_

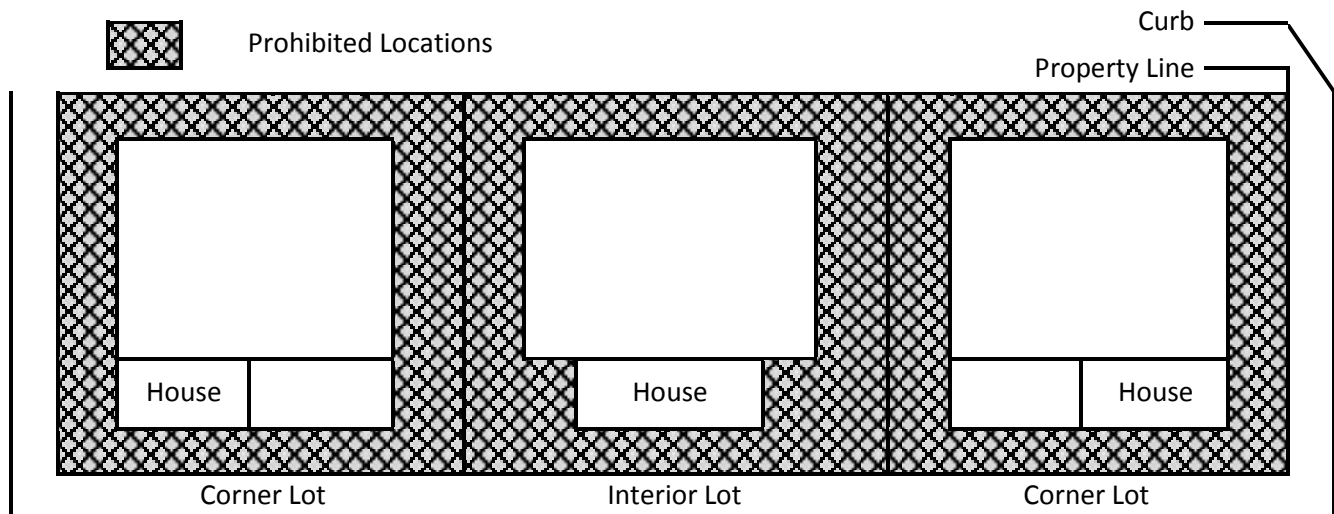
Accessory structure size \_\_\_\_\_ feet X \_\_\_\_\_ feet = \_\_\_\_\_ square feet.

Distance from rear lot line \_\_\_\_\_ feet, from side lot line \_\_\_\_\_ feet.

Accessory structure height \_\_\_\_\_ feet.

### ACCESSORY STRUCTURE REQUIREMENTS

1. Detached garages may not be located nearer to the front property line than the main dwelling. All other detached structures are permitted only in the rear yard.
2. The structure may not be placed closer than ten (10) feet to any side or rear property line or within ten (10) feet of an alley.
3. Structure may not exceed 16 feet in height from grade.
4. Total square footage – see reverse side.
5. All detached accessory structures 201 square feet or larger require 1 set of construction drawings and 3 copies of a site plan drawn to scale (e.g. 1"=30') showing the dimensions and shape of the lot, location of existing structures and exact location and dimensions of the proposed construction showing setbacks from property lines as well as a Greene County building permit (937-562-7420).



NOTE: LOCATE ALL EXISTING AND PROPOSED ACCESSORY STRUCTURES ON DRAWING.

I hereby certify that I am the property owner, or am authorized to act as the owner's agent in obtaining this permit. I further certify that all of the information and attachments submitted with this application are true and correct to the best of my knowledge and that the property owner is responsible for locating and verifying all property lines and boundaries. I understand that if this information is incorrect or incomplete, any permit issued may be invalid and the property owner may be required to remove this structure at his/her own expense. I hereby consent to the inspection of the subject property and of any buildings or structures relevant to this application. Any deviation from the approved plans will require submission and approval of the revised plans.

This application is: ☐ Approved ☐ Disapproved

Signature of Applicant \_\_\_\_\_

Planning Department \_\_\_\_\_

Date \_\_\_\_\_

## ACCESSORY STRUCTURE ZONING PERMIT

### ***When is an accessory structure permit required?***

An accessory structure permit is required prior to constructing, replacing, expanding or moving any detached structure (e.g. shed, detached garage, propane tank).

### ***What do I have to do to receive an accessory structure permit?***

- To receive an accessory structure permit, a zoning permit application must be complete in full and submitted to the Planning and Zoning Department along with the application fee. The permit must show all existing and proposed accessory structures.
- If the accessory structure exceeds 200 square feet, a full set of construction drawings along with three copies of a site plan drawn to engineering scale (e.g. 1"=30') are required.
- The information given on this application should be in compliance with the requirements of Chapter 158.104 of the Zoning Code, as summarized below.

### ***How long will it be until I receive notification?***

The application will be reviewed in one to two business days and you will be notified by telephone when the application has been approved, or if additional information is needed.

### ***Will the permit expire?***

The permit will expire six months from the date of approval.

### ***What's the next step?***

A Greene County building permit is required after you receive a zoning permit from the City for all accessory structures over 200 square feet.

### ***Accessory Structure Requirements***

- Detached garages may not be located nearer to the front property line than the main dwelling. All other detached accessory structures are permitted only in the rear yard.
- Accessory structures may not be placed closer than ten feet to any side or rear property line or within ten feet of an alley and may require larger setbacks if easements require.
- Accessory structures may not exceed 16 feet in height.
- Maximum size: Within any residential district, the sum of the floor area of all accessory building shall not exceed 600 square feet, except in the case where the footprint of the principal structure is greater than 1,200 square feet. In this case, the sum of the floor area of all accessory building shall not exceed 50% of the footprint of the principal structure, or 900 square feet, whichever is less. In cases where the lot size is one acre or greater, the sum of the floor area of all accessory buildings shall not exceed 50% of the footprint of principal structure, or 900 square feet, whichever is greater. Within commercial districts there shall be no more than one accessory building, which shall not exceed 100 square feet in floor area.

### ***Prohibited accessory structures***

Quonset huts, inflatable garages, and portable garages, temporary garages, portable carports, temporary carports, portable containers, converted storage or shipping containers, and semi-tractor trailers used for storage (with or without wheels) are prohibited accessory structures in residential and commercial districts.

If you have any questions, a staff member in the Planning and Zoning Department is available to assist you Monday through Friday from 7:30 a.m. to 5:00 p.m.